

Topsfield Cable TV / Town Website Committee

July 13, 2011

Approved 11/9

Executive Summary

The first meeting of the newly combined Topsfield Cable TV Advisory Committee and the Topsfield Town Website Committee was held on 7/13/2011 with the four surviving members. The Selectmen have established the new committee with a range of 3 to 7 members, with a quorum being the majority of those appointed within the range at any given time. The 5-Year Plan for Cable and Web will be presented to the Selectmen on 7/18. A revised job description for the Cable/Web Coordinator is being evaluated. Evelyn Hammond has informed the Committee that her house is on the market and that she will be leaving at some time in the future. An effort is underway to locate new volunteers. The focus is for people with technical skills who can help implement the new technology that is addressed in the 5-Year Plan. 10 licenses for Contribute will be purchased and distributed to current users. A training session will be held. This Old House TV series created a short segment on the Parson Capen House. Fox TV will do a live 4-hour broadcast from the Topsfield Common on 8/12. The Police Department will launch a new website.

Members present: Bill Whiting, Kathy Curran and Jeanne Pickering

Members absent: Bob Ogden

Guest: Martha Morrison

Former Business:

Meeting opened at 7:40 PM in Town Hall

The minutes of the prior Cable Committee meeting of 5/4 and the prior Web Committee meeting of 6/22 were approved as written.

New Business:

See Executive Summary

The meeting was adjourned at 8:50

The next scheduled meeting is 8/10

Respectfully submitted, Bill Whiting - Chairman